Permit #F00142412

FilmL.A., Inc.
6255 W Sunset Blvd, 12th Floor
Hollywood, CA 90028
t: (213)977-8600 - f: (213)977-8601
www.filmla.com

Summary Information

Permit No: F00142412 **Type of Permit:** FILMING **Release Date:** 09/19/2018

Production Company	SOULPANCAKE PRODUCTIONS
Insured Company Name	SOULPANCAKE PRODUCTIONS
Contact Phone No. 1	213-923-6523
Contact Phone No. 2	310-770-9787
Fax	
Address	3105 N CATALINA ST LOS ANGELES, California 90027
Production Title	SEND HELP
Type of Production	TV Webisode/Mobisode/Podcast

Producer	Tiffany Hutson
Director	Stewart Yost
1st AD	Hakeem Allen
Production Manager	Hakeem Allen
FilmL.A. Coordinator	Michael Gonzalez
Location Manager	Tiffany Hutson
Primary Phone	Mobile - 602-502-1445
Secondary Phone	
Location Assistant	Hakeem Allen
Primary Phone	Mobile - 843-461-5064
Secondary Phone	

Fees

Notification Charge	$170.00
FILMLA NON-REFUNDABLE FILM APPLICATION FEE	$685.00
LA CITY DEPT OF REC AND PARKS - FILM USE FEE	$450.00
LA CITY DEPT OF REC AND PARKS PARK MONITOR FEE	$380.00
LA CITY FIRE DEPARTMENT SPOT CHECK SURCHARGE	$85.00
LA CITY DEPT OF REC AND PARKS MONITOR REPORTING FEE	$152.00

Total Permit Fee $1,922.00

Number of Locations 2

NOT A PERMIT

FilmL.A., Inc.
6255 W Sunset Blvd, 12th Floor
Hollywood, CA 90028
t: (213)977-8600 - f: (213)977-8601
www.filmla.com

Summary Information — Location

Permit Number	F00142412	**Location Manager**	Tiffany Hutson
Production Company	SOULPANCAKE PRODUCTIONS	Primary Phone	Mobile - 602-502-1445
Insured Company	SOULPANCAKE PRODUCTIONS	Secondary Phone	
Production Title	SEND HELP		

Location Address 415 S St Louis St, Los Angeles, CA, 90033

Location Name HOLLENBECK PARK

Location Type Park

Film Dates 9/20/2018 - 9/20/2018 06:00 - 16:00 1 day

Open or Closed to the Public Open

Generic Conditions
All vehicles must be parked on private property
Must comply with attached Rec & Park Conditions
Must Maintain 5' Clearance on Sidewalks/Walkways
Must maintain local/emergency access
No cast or crew parking on area streets
No interference with vehicular or pedestrian traffic

Please see attached document SOULGUIDELINES.pdf

Equipment on Location

Type	Quantity
Cast/Crew vehicles	9

Personnel on Location

Type	Quantity
Cast	4
Crew	8
Rec & Park Monitor required	1

Filming Activities Equipment on property; Exterior Dialogue; Exterior establishing shots; Handheld equipment; Rec & Parks Reservation #62467;

Jurisdiction **Political:** Los Angeles City - Council District 14 **Police:** Los Angeles Police Department **Fire:** Los Angeles City

Thomas Guide **Page:** 635 **Grid:** A5

Approvals

LOS ANGELES CITY DEPARTMENT OF REC & PARKS - FILM OFFICE	Wendy Diplock
LOS ANGELES CITY POLICE DEPARTMENT	Vincent Aguirre

NOT A PERMIT

FilmL.A., Inc.
6255 W Sunset Blvd, 12th Floor
Hollywood, CA 90028
t: (213)977-8600 - f: (213)977-8601
www.filmla.com

Summary Information — Location

Permit Number	F00142412	**Location Manager**	Tiffany Hutson
Production Company	SOULPANCAKE PRODUCTIONS	Primary Phone	Mobile - 602-502-1445
Insured Company	SOULPANCAKE PRODUCTIONS	Secondary Phone	
Production Title	SEND HELP		

Coordinator Note

HOLLENBECK PARK
DATE: 9/20/18
FILM FEE: $450.00
MONITOR FEE: 10 HOURS X $38.00 $380.00
TIME: 6:00AM-4PM
(2 MONITOR- 2 SHIFT)
REPORTING FEE: 4 HOURS X $38.00 = $152.00

Parking

Base Camp
Location Type : Filming Location

Crew Parking
Location Type : Filming Location

NOT A PERMIT

Permit #F00142412

FilmL.A., Inc.
6255 W Sunset Blvd, 12th Floor
Hollywood, CA 90028
t: (213)977-8600 - f: (213)977-8601
www.filmla.com

Summary Information — Location

Permit Number	F00142412	**Location Manager**	Tiffany Hutson
Production Company	SOULPANCAKE PRODUCTIONS	Primary Phone	Mobile - 602-502-1445
Insured Company	SOULPANCAKE PRODUCTIONS	Secondary Phone	
Production Title	SEND HELP		

Location Address 1305 N Catalina St, Los Angeles, CA, 90027

Location Type Business

Film Dates 9/22/2018 - 9/22/2018 08:00 - 23:59 1 day
9/23/2018 - 9/24/2018 10:00 - 22:00 1 day

Open or Closed to the Public Closed

Generic Conditions *LA CITY AND/OR LA COUNTY FIRE CHECKLIST ATTACHED TO FINAL PERMIT. THE PERMITTEE IS RESPONSIBLE FOR COMPLETING CHECKLIST PRIOR TO FILMING ACTIVITY AT THIS LOCATION. NON COMPLIANCE MAY RESULT IN ASSIGNMENT OF A FIRE OFFICER.
All vehicles must be parked on private property
Community Survey Obtained
Must Maintain 5' Clearance on Sidewalks/Walkways
Must maintain local/emergency access
No cast or crew parking on area streets
No interference with vehicular or pedestrian traffic

Equipment on Location

Type	Quantity
Cast/Crew vehicles	30
Catering Truck	1
Fire Extinguisher (2A10BC Minimum Rating)	1
Picture vehicles	1

Personnel on Location

Type	Quantity
Cast	15
Crew	15
Spot Check	1

Filming Activities Camera on sticks; Equipment on property; Exterior Dialogue; Exterior establishing shots; Handheld equipment; Interior and exterior dialogue;

Jurisdiction **Political:** Los Angeles City - Council District 13 **Police:** Los Angeles Police Department **Fire:** Los Angeles City

Thomas Guide **Page:** 594 **Grid:** A5

Approvals LOS ANGELES CITY POLICE DEPARTMENT Vincent Aguirre

Parking **Base Camp** **Crew Parking** 1336 N Edgemont St, Los

NOT A PERMIT

FilmL.A., Inc.
6255 W Sunset Blvd, 12th Floor
Hollywood, CA 90028
t: (213)977-8600 - f: (213)977-8601
www.filmla.com

Summary Information — Location

Permit Number	F00142412	**Location Manager**	Tiffany Hutson
Production Company	SOULPANCAKE PRODUCTIONS	Primary Phone	Mobile - 602-502-1445
Insured Company	SOULPANCAKE PRODUCTIONS	Secondary Phone	
Production Title	SEND HELP		

Location Type : Filming Location

Location Type : Other Location

Angeles, CA, 90027

Parking Notes

Base Camp: 1305 N. Catalina St.
Cast and crew parking will be in the front lot at 1305 N. Catalina St as well as the lot at 1336 N. Edgemont St.

NOT A PERMIT

PARK FILM OFFICE
City of Los Angeles, Department of Recreation and Parks
4730 Crystal Springs Drive, (Mail Stop 664)
Los Angeles, California 90027
Telephone: (323) 644-6220 Fax: (213) 847-6056

DRAFT NOT

Film Production Guidelines

Welcome to the City of Los Angeles, Department of Recreation and Parks (Department). In our partnership to protect the environmental integrity of our parks the Park Film Office is providing guidelines to ensure a safe and successful film shoot. Please review and provide copies of these guidelines to the appropriate responsible persons. Thank you for the continuous use of our parkland.

HOLLENBECK PARK
9/20/18
6AM-4PM

- **OK FOR COMPANY TO FILM AT HOLLENBECK PARK – HARD OUT AT 4PM**
- **OK FOR COMPANY TO HAVE HANDHELD CAMERA / STANDARD SOUND EQUIPMENT / (BOOM, LSV'S, MIXER) DIFFUSION / C-STANDS / BOUNCE BOARDS**
- **Gates must be locked daily once all activity has ended.**
- **The parking lot must be left in same or better conditions.**
- **Use of City utilities (water and electricity) is $75 per use, per day and the company will be invoiced by the Park Film Office.**
- **COMPANY MUST ADHERE TO PARK GUIDELINES AND PARK MONITOR AT ALL TIMES.**
- Vehicles and/or heavy equipment are not allowed on turf areas unless prior approval is given by the Park Film Office.
- Production companies must provide their own restroom and trash receptacles. The City dumpsters and trash cans cannot be used so all self-generated trash has to be removed and disposed of off-site.
- Nudity is prohibited and not allowed in any Recreation and Parks facility.
- Film permits do not provide exclusive use of a park or recreation area.
- Service roads, parking lot driveway access, handicap or electric vehicle designated parking stalls may not be blocked or restricted. Emergency vehicle access lanes must be maintained in parking lots and park streets at all times.
- A 20 Foot unobstructed lane must be maintained between parked vehicles/trailers in all parking lots and Recreation and Parks roadways for emergency vehicle access.
- Due to underground plastic irrigation lines and trees having shallow root systems, staking and or drilling into turf, rocks, trees or asphalted areas is not permissible unless prior approval is given by the Park Film Office. This approval will be noted in the permitted guidelines.
- Locked park gates can only be accessed by a Park Film Office Monitor. Security of open gates must be provided by the permitted company. Any equipment that is

permitted to stay overnight must be guarded by the permitted company's security group.

- Alterations to natural or manmade surroundings or content of the park are not permissible unless documented in these specific guidelines. The permit holder is financially responsible for all remediation should there be any damage or unauthorized alteration to Department property. The remediation and cost of will be determined by the Park Film Office.
- A Park Film Office Monitor(s) may be assigned to the permitted location. Their job is to ensure guidelines are followed, liaison between park patrons, other City employees and a communication link between Permitee and the Park Film Office for any additional needs or authorizations. When the Park Film Office is closed the Park Film Monitor has the authority and responsibility to modify these guidelines within the parameters given to them by their supervisor. The Park Film Monitor has access 24/7 to contact their supervisors if needed. The Permitee will be required to adhere to the instructions, restrictions and requests given by the Park Film Monitor.
- Smoking is prohibited on all Department properties. An exception has been made for permitted film production companies to smoke in areas that are designated by the Fire Safety Officer or Park Film Monitor. If a Fire Safety Officer or Park Film Monitor is not assigned to the Permitee there will be no smoking with the exception of an actor smoking while performing or as part of the scene.
- A designated smoking area may not be near any patron activity or facility. Large buckets of sand or water must be placed in this area for disposal of tobacco or tobacco related products. The designated smoking area may be revoked or not allowed depending on weather and location conditions. Failure to comply with the smoking restrictions may result in a fine.

F- 142412 / HOLLENBECK PARK / SOUL PANCAKE SEND HELP

NOT A PERMIT